EXHIBIT 300   **UII 024-000001226**

Exhibit 300: Capital Asset Summary

Part I: Summary Information And Justification (All Capital Assets)

Section A: Overview & Summary Information

Date Investment First Submitted: 2009-06-30
Date of Last Change to Activities: 2012-06-29
Investment Auto Submission Date: 2012-02-29
Date of Last Investment Detail Update: 2012-02-29
Date of Last Exhibit 300A Update: 2012-08-22
Date of Last Revision: 2012-08-22

Agency: 024 - Department of Homeland Security   **Bureau:** 00 - Agency-Wide Activity

Investment Part Code: 01

Investment Category: 00 - Agency Investments

1. Name of this Investment: DHS - HR IT

2. Unique Investment Identifier (UII): 024-000001226

Section B: Investment Detail

1. **Provide a brief summary of the investment, including a brief description of the related benefit to the mission delivery and management support areas, and the primary beneficiary(ies) of the investment. Include an explanation of any dependencies between this investment and other investments.**

   The HRIT Investment?s mission is to implement and manage a consolidated suite of modernized HRIT business solutions, reducing redundancies and increasing the functionality of HR systems across the Enterprise. HRIT funds plan for, acquire, configure, and implement COTS/GOTS packages and eGov/HRLoB shared services to consolidate, modernize, and/or replace HRIT systems at the Enterprise-level. The program is governed by the HRIT Executive Steering Committee (ESC), established per Deputy Secretary guidance. Once IT solutions have been acquired and deployed to DHS components, their Operations and Maintenance (O&M) is funded via Component contributions to Working Capital Funds (WCF)."The DHS Chief Human Capital Officer (CHCO) and Component HC Executives, in partnership with the Chief Information Officer (CIO), have redefined a long-term strategic plan for HRIT through a Human Capital Segment Architecture (HCSA) study. The goal of the study was to develop a new strategy to deliver a more efficient, consolidated, modernized suite of Enterprise-level HRIT solutions to provide core HR functionality and data access across all of DHS. While DHS currently operates four enterprise solutions: NFC Corporate (Payroll/Personnel), EmpowHR (Personnel), webTA (Time and Attendance), and the eOPF (Electronic Personnel Folders); there remains a critical need for additional HR enterprise solutions in areas such as end-to-end hiring, performance management and personnel accountability for continued operations. By consolidating and modernizing existing multiple,

EXHIBIT 300 UII 024-000001226

independent platforms, this strategy benefits HR offices and employees across DHS by leveraging common solutions, increasing process automation and system interoperability, and eliminating duplicative systems and applications and associated independent contract vehicles, all of which will result in increased efficiencies for the DHS HR community. The strategy also benefits ongoing efforts to implement One DHS by simplifying data access and improving data consistency across the Department, resulting in more timely, accurate Department-level HR reporting. The current strategy focuses on acquisition and implementation of new HRIT solutions; however the long-term strategy will also involve centralized management of the HRIT portfolio across the Enterprise and will become interdependent with other DHS IT investments.

2. **How does this investment close in part or in whole any identified performance gap in support of the mission delivery and management support areas? Include an assessment of the program impact if this investment isn't fully funded.**

By means of the Human Capital Segment Architecture (HCSA) study, HCBS has led an initiative to identify performance gaps and areas for potential enterprise solution consolidation to achieve efficiencies across the DHS enterprise. The HCSA initiative has identified 15 Strategic Investment Opportunities (SIOs), involving over 50 potential projects that will meet enterprise business needs and provide upgrades for more efficient, consolidated Enterprise solutions. HCBS anticipates completion of the study in FY 2011 and initial implementation of high priority SIOs beginning in FY 2012. Pending approval by the HRIT Executive Steering Committee (ESC), HCBS plans to initiate the following high priority SIOs immediately in FY 2012: -- Implement an Enterprise Performance Management solution -- Improve Data Reporting -- Implement Document Management to support Consolidated Case Management capabilities -- Deploy an interim Position Description Library A failure to fully fund this effort would reduce Enterprise-wide efficiencies and service level improvements, as well as associated cost savings expected to result from ongoing deployments and the implementation of the results of the HCSA study. This reduction would impede the ability to achieve Department-level integration of processes and data, and ultimately efforts to integrate HR processes and systems supporting the "One DHS" principle. Failure to fully fund the Working Capital Fund operations and Maintenance (O&M) portion of the HR IT budget would result in temporary suspension of key services such as processing of payroll or time and attendance tracking.

3. **Provide a list of this investment's accomplishments in the prior year (PY), including projects or useful components/project segments completed, new functionality added, or operational efficiency achieved.**

In FY 2011, HCBS completed a number of enterprise system upgrades, as well as the deployment of WebTA to CIS. HCBS completed a Business Case Analysis (BCA) for Learning Management Systems (LMS) and developed a transition plan for the implementation of an Enterprise LMS system. HCBS also continued development of a potential Enterprise-level reporting tool, began development of an Enterprise Personnel Accountability System (PAS) solution, and conducted the HCSA study. HCBS also continued to provide support for the OPM-led initiative to develop USAJOBS 3.0. HCBS completed the HCSA study in FY 2011, the implementation of which will result in improved operational efficiency through a more comprehensive, focused approach to the acquisition and deployment of consolidated Enterprise HRIT solutions. HCBS provided O&M support for deployed systems,

EXHIBIT 300   **UII 024-000001226**

such as EmpowHR and WebTA through the HCBS and NFC Working Capital Funds.

4. **Provide a list of planned accomplishments for current year (CY) and budget year (BY).**

 In FY 2012, HCBS will deploy EmpowHR to FEMA and complete migration of OIG to the DHS instance of WebTA. HCBS will also develop the selected PAS solution, and complete the first phase of PAS deployments to FEMA, USCIS, ICE, FLETC, and DHS HQ. Pilot development and testing of the potential Enterprise-level reporting tool and support of USAJOBS 3.0 development will also be continued, and HCBS will complete solution engineering and acquisition of a Balanced Workforce Survey Tool. HCBS will continue to provide O&M support for deployed systems such as EmpowHR and WebTA through the WCFs, including transition of full hosting of WebTA to NFC. The HSCA study results are still pending HRIT ESC approval, however, six top priorities have been selected for immediate implementation. HCBS will complete development of a Strategic Plan and upon approval from the HRIT ESC, and begin requirements development and initiate development and deployment of solutions for the following SIOs in FY 2012:   -- Implement an Employee Performance Management/Learning Management solution   -- Improve Data Reporting   -- Implement Document Management to support Consolidated Case Management capabilities (i.e. Medical Case Management)   -- Deploy an interim Position Description Library   In FY 2013, HCBS will complete deployments and begin O&M of PAS. HCBS will also complete deployment and begin O&M of the Balanced Workforce Survey Tool, and begin roll-out of the Employee Performance Management/Learning Management solution HCBS will continue to provide O&M support for deployed systems such as EmpowHR and WebTA through the WCFs.   The bulk of planned activity will migrate to development and deployment of the HCSA SIOs mentioned above as well as initiation of additional opportunities to leverage Strategic Sourcing to achieve consolidation (along the lines of the Medical Case Management initiative), in accordance with the Strategic Plan to be finalized in FY 2012.

5. **Provide the date of the Charter establishing the required Integrated Program Team (IPT) for this investment. An IPT must always include, but is not limited to: a qualified fully-dedicated IT program manager, a contract specialist, an information technology specialist, a security specialist and a business process owner before OMB will approve this program investment budget. IT Program Manager, Business Process Owner and Contract Specialist must be Government Employees.**

2010-09-28

EXHIBIT 300   **UII 024-000001226**

Section C: Summary of Funding (Budget Authority for Capital Assets)

1.

Table I.C.1 Summary of Funding				
	PY-1 & Prior	PY 2011	CY 2012	BY 2013
Planning Costs:	$4.0	$1.5	$2.2	$1.6
DME (Excluding Planning) Costs:	$16.7	$6.7	$6.2	$2.3
DME (Including Planning) Govt. FTEs:	$0.0	$0.0	$0.0	$0.0
Sub-Total DME (Including Govt. FTE):	$20.7	$8.2	$8.4	$3.9
O & M Costs:	$9.5	$47.1	$44.1	$45.0
O & M Govt. FTEs:	$4.0	$5.9	$5.8	$5.8
Sub-Total O & M Costs (Including Govt. FTE):	$13.5	$53.0	$49.9	$50.8
Total Cost (Including Govt. FTE):	$34.2	$61.2	$58.3	$54.7
Total Govt. FTE costs:	$4.0	$5.9	$5.8	$5.8
# of FTE rep by costs:	0	25	29	29

Total change from prior year final President's Budget ($)		$44.1	$41.6	
Total change from prior year final President's Budget (%)		257.00%	249.00%	

EXHIBIT 300   **UII 024-000001226**

2. If the funding levels have changed from the FY 2012 President's Budget request for PY or CY, briefly explain those changes:

The final PY (FY 2011) budget received a standard reduction taken across all Components.

Section D: Acquisition/Contract Strategy (All Capital Assets)

Table I.D.1 Contracts and Acquisition Strategy

Contract Type	EVM Required	Contracting Agency ID	Procurement Instrument Identifier (PIID)	Indefinite Delivery Vehicle (IDV) Reference ID	IDV Agency ID	Solicitation ID	Ultimate Contract Value ($M)	Type	PBSA ?	Effective Date	Actual or Expected End Date
Awarded	7001	HSHQDC-10-J-00452	HSHQDC-06-D-00022	7001							
Awarded	7001	HSHQDC-08-X-00903									
Awarded	7001	HSHQDC-10-F-00084	GS-35-F-0436K	4730							
Awarded	7001	HSHQDC09F00144	GS35F0330J	4730							
Awarded	7001	HSHQDC-10-A-00102	HSHQDC-12-J-00011	7001							
Awarded	7001	HSHQDC-10-A-00102	HSHQDC-12-J-00011	7001							

2. If earned value is not required or will not be a contract requirement for any of the contracts or task orders above, explain why:
The HCBS Support contract with Northrop Grumman is the only contract under this investment that currently requires EVM to be provided to the government on a monthly basis. For all other contracts and IAAs, HCBS monitors contractor performance on a monthly basis. Project Leads and COTRs work actively with service providers to identify problem areas and develop plans to mitigate issues as needed. Project Leads include this information in quarterly Program Managemenr Reviews (PMRs).

EXHIBIT 300   **UII 024-000001226**

Exhibit 300B: Performance Measurement Report

Section A: General Information

Date of Last Change to Activities: 2012-06-29

Section B: Project Execution Data

Table II.B.1 Projects					
Project ID	Project Name	Project Description	Project Start Date	Project Completion Date	Project Lifecycle Cost ($M)
1	EmpowHR Deployment	Personnel action system deployment to Components.			
2	Reporting Tool Development	Pilot development/testing/deployment to HQ of an improved reporting tool.			
3	PAS	Development/deployment of an Enterprise-wide Personnel Accountability System.			
4	HQ Survey Tool	Currently-used survey tool solution.			
5	NFC VPN	Implementation of additional VPN connectivity to improve information flow to NFC.			
6	Balanced Workforce Survey Tool	Development of a new reporting tool solution for Balanced Workforce office.			
7	USAJOBS 3.0	DHS development support to OPM-led USAJOBS upgrade effort.			
8	Human Capital Segment Architecture	Segment Architecture study covering HR LoB functions across all of DHS to highlight			

Table II.B.1 Projects

Project ID	Project Name	Project Description	Project Start Date	Project Completion Date	Project Lifecycle Cost ($M)
		performance gaps and areas for potential consolidations/improvement.			

Activity Summary

Roll-up of Information Provided in Lowest Level Child Activities

Project ID	Name	Total Cost of Project Activities ($M)	End Point Schedule Variance (in days)	End Point Schedule Variance (%)	Cost Variance ($M)	Cost Variance (%)	Total Planned Cost ($M)	Count of Activities
1	EmpowHR Deployment							
2	Reporting Tool Development							
3	PAS							
4	HQ Survey Tool							
5	NFC VPN							
6	Balanced Workforce Survey Tool							
7	USAJOBS 3.0							
8	Human Capital Segment Architecture							

Key Deliverables

Project Name	Activity Name	Description	Planned Completion Date	Projected Completion Date	Actual Completion Date	Duration (in days)	Schedule Variance (in days)	Schedule Variance (%)
2	Reporting Tool (COGNOS) deployment to CHCO Offices	Development Phase 1: conduct a prototype of the IBM Cognos Reporting Tool	2011-01-15	2011-01-15	2011-01-15	184	0	0.00%
2	Reporting Tool (COGNOS) deployment to CHCO Offices	Development Phase 2: conduct a prototype of the IBM Cognos Reporting Tool	2011-07-14	2011-07-14	2011-07-14	179	0	0.00%

EXHIBIT 300   **UII 024-000001226**

Key Deliverables								
Project Name	**Activity Name**	**Description**	**Planned Completion Date**	**Projected Completion Date**	**Actual Completion Date**	**Duration (in days)**	**Schedule Variance (in days)**	**Schedule Variance (%)**
1	EmpowHR deployment to FEMA	Design/Development: Fit-Gap/Approve business process models, data conversion	2012-02-01	2012-04-08		155	-212	-136.77%
3	PAS - Implementation	FEMA completes software testing, implementation, data feeds, and infrastructure expansion.	2012-05-30	2012-06-15		64	-93	-145.31%

EXHIBIT 300   **UII 024-000001226**

Section C: Operational Data

			**Table II.C.1 Performance Metrics**					
Metric Description	**Unit of Measure**	**FEA Performance Measurement Category Mapping**	**Measurement Condition**	**Baseline**	**Target for PY**	**Actual for PY**	**Target for CY**	**Reporting Frequency**
Percentage of components where HRIT systems (EmpowHR, WebTA, eOPF, NFC payroll, and Reporting) are operational	percentage	Mission and Business Results - Management of Government Resources	Over target	40.000000	40.000000	40.000000	50.000000	Semi-Annual
Percentage of employees using HRIT's Time & Attendance Tool.	percentage	Customer Results - Service Coverage	Over target	65.000000	70.000000	70.000000	70.030000	Semi-Annual
Percentage of employee data maintained in the EmpowHR system	percentage	Customer Results - Service Coverage	Over target	40.000000	40.000000	40.000000	49.000000	Semi-Annual
Number of Components for which Personnel Accountability System is operational. System accounts for employees in event of natural or man-made disasters. baseline being set in FY 2012.	number	Mission and Business Results - Services for Citizens	Over target	0.000000	0.000000	0.000000	5.000000	Monthly
Time (hours) to restore service in the event of a system outage (for WebTA or EmpowHR)	number	Technology - Reliability and Availability	Under target	96.000000	84.000000	84.000000	84.000000	Semi-Annual
Mean turn-around time (hours) for Help Desk requests	number	Process and Activities - Cycle Time and Timeliness	Under target	3.000000	2.000000	2.000000	2.000000	Semi-Annual
Number of service requests received/tracked by HCBS	number	Process and Activities - Productivity	Over target	0.000000	1800.000000	2343.000000	3000.000000	Monthly

EXHIBIT 300

UII 024-000001226